

**AUGUSTA TOWNSHIP
AGENDA
C.O.W./REGULAR MEETING
September 13, 2021 at 6:30 P.M.**

REGULAR COUNCIL – EXECUTIVE SESSION

- A. Call to Order
- B. Mayor’s Opening Remarks
- C. Approval of Agenda
- D. Approval of Minutes of Previous Meetings
- E. Disclosure of Pecuniary Interest and General Nature Thereof
- F. Business Arising from the Minutes
- G. Delegations and Presentations
 - David Marshall – Taxation Matter
 - Town of Prescott - Water Tower - Matt Armstrong
 - Audit Presentation – Allan & Partners
- H. Correspondence and Petitions
 - South Nation Conservation Authority – Press Release
 - AMO Resolution for Truth and Reconciliation

I. MOVED TO COMMITTEE OF THE WHOLE

J. COMMITTEE/STAFF REPORTS

**UCLG Council
Health Unit Board
Recreation
Library Board
EDTC
A&RAC
CDC
MECG – COVID-19**

**Motion to Appoint a New Member
Motion to Appoint a New Member**

Administration and Finance

- Report 2021 – 071 – Playground Inspection Report
- Report 2021 – 073 – 2019 Audited Financial Statement
- Report 2021 – 074 – A/P
- Report 2021 – 075 – Finance and Variance

AUGUSTA TOWNSHIP

Operations

Planning and Building Services

Protective Services

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

O. Announcements

P. Question Period for the Press

Q. Question Period for the Public

R. Closed Session as per Section 239 of the Municipal Act 2001

S. RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

T. Reporting Out from Closed Session

U. By-Law to confirm Proceedings of Council

V. Adjournment

**AUGUSTA TOWNSHIP
MINUTES
C.O.W./REGULAR MEETING
August 9, 2021 at 6:30 P.M.
at the Municipal Office, 3560 County Road 26**

PRESENT

Mayor Malanka (Electronically)
Deputy Mayor Shaver (Chair)
Councillor Bowman
Councillor Henry
Councillor Schapelhouman

PRESS

The Brockville Recorder and Times (Electronically)

STAFF PRESENT

Bryan Brown, Ray Morrison, Annette Simonian, Brad Thake, Rob Bowman, Myron Belej
(Electronically)

REGRETS

CALL TO ORDER

Deputy Mayor Shaver called the meeting to order at 6:30 p.m.

DEPUTY MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Henry, seconded by Councillor Bowman
BE IT RESOLVED THAT the agenda for August 9, 2021 be adopted.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Councillor Henry
BE IT RESOLVED THAT Council approve the minutes of the July 12, 2021,
Council meetings as distributed to all members.
Carried

AUGUSTA TOWNSHIP

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

- Proposed Anaerobic Digester Delegation - Bob Shackles & David Wilcox
- Proposed Anaerobic Digester Delegation - Stewart Nimmo
- MPAC Q2 Update Presentation - Kim Bennett

CORRESPONDENCE & PETITIONS

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council accept the LG&LDHU Board of Health Meeting Summary and the Speed Limit Reduction Request Petition for information.

Carried

MOVED TO COMMITTEE OF THE WHOLE

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council resolve itself into the Committee of the Whole meeting.

Carried

COMMITTEE REPORTS

UCLG:

Mayor Malanka provided an update

Health Unit Board:

Mayor Malanka provided an update

Recreation:

Councillor Bowman provided an update

Library Board:

Councillor Bowman provided an update

EDTC:

Ag & Rural Affairs:

Community Development:

MECG:

Chief Bowman provided an update

ADMINISTRATION AND FINANCE

Report 2021-065

Moved by Councillor Henry, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council direct staff to issue a Request for Proposal (RFP) to undertake a Compensation and Job Description Review.

Carried

AUGUSTA TOWNSHIP

Report 2021-066

Moved by Councillor Schapelhouman, seconded by Councillor Henry

BE IT RESOLVED THAT Council authorize the Deputy Mayor and Clerk to enter into an agreement with Her Majesty the Queen for a Transfer Payment Agreement to participate in the Investing in Canada Infrastructure Program (ICIP); and

THAT Council adopt By-Law 3531-2021.

Carried

Report 2021-069

Moved by Councillor Henry, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #26450 to #26517 and online payments through to August 4, 2021 in the amount of \$542,100.76.

Carried

OPERATIONS

Report 2021-070

Moved by Councillor Schapelhouman, seconded by Councillor Henry

BE IT RESOLVED THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated August 9, 2021, for information.

Carried

PLANNING AND BUILDING SERVICES

Report 2021-067

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive the Building Department Activity Report for May, June and July, 2021 for information.

Carried

PROTECTIVE SERVICES

Report 2021-068

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council accept Augusta Fire Rescue's Quarterly Report attached for information.

Carried

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council move to a regular meeting of Council.

Carried

AUGUSTA TOWNSHIP

NEW AND UNFINISHED BUSINESS

NOTICE OF MOTIONS

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council is in favour of forwarding the petition, to reduce the speed limit to 60km/hr between Blue Church and the Village of Maitland, to the United Counties of Leeds and Grenville for further data gathering to support the request and subsequent decision.

Carried

BY-LAWS

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT By-Law Numbered 3531-2021 being a By-Law to authorize the execution of an agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure be read a first time, a second time, a third time, and be enacted as read.

Carried

ANNOUNCEMENTS

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

REPORTING OUT OF CLOSED SESSION

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law No. 3532-2021 confirm the proceedings of Council of the Township of Augusta at its meeting held on August 9, 2021 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT this Council do now adjourn at 8:15 pm until September 13, 2021 at 6:30 p.m. or until the call of the Mayor subject to need.

Carried.

**AUGUSTA TOWNSHIP
MINUTES
SPECIAL C.O.W. MEETING
August 30, 2021**

2:00 p.m. at the Municipal Office, 3560 County Road 26

PRESENT

Mayor Malanka (Electronically)
Deputy Mayor Shaver
Councillor Bowman (Electronically)
Councillor Henry (Electronically)
Councillor Schapelhouman (Electronically)

PRESS

STAFF PRESENT

Bryan Brown, Annette Simonian

REGRETS

CALL TO ORDER

Deputy Mayor Shaver called the meeting to order at 2:00 p.m.

APPROVAL OF AGENDA

Moved by Councillor Bowman, seconded by Mayor Malanka
BE IT RESOLVED THAT the agenda for August 30, 2021 be adopted.
Carried

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

NORTH AUGUSTA LABOUR DAY FESTIVAL ROAD CLOSURE

Moved by Councillor Henry, seconded by Mayor Malanka
BE IT RESOLVED THAT Council a road closure for Mill Street from County Road 15 to Main Street from 8:00am to 5:00pm September 6, 2021 for the North Augusta Labour Day Festival; and

THAT Council authorize a road closure for Main Street for the Labour Day Festival Parade from 12:00pm to 1:00pm on September 6, 2021.
Carried.

AUGUSTA TOWNSHIP

CORRESPONDENCE & PETITIONS

Moved by Mayor Malanka, seconded by Councillor Schapelhouman

WHEREAS the Ontario government has underfunded optometric eye care for 30 years;

AND WHEREAS the government only pays on average \$44.65 for an OHIP-insured visit - the lowest rate in Canada;

AND WHEREAS optometrists are being forced to pay substantially out of their own pocket to provide over 4 million services each year to Ontarians under OHIP;

AND WHEREAS optometrists have never been given a formal negotiation process with the government;

AND WHEREAS the government's continued neglect resulted in 96% of Ontario optometrists voting to withdraw OHIP services beginning September 1, 2021;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Augusta supports the Ontario Association of Optometrists request that the Ontario government commit to legally-binding, formal negotiations to ensure any future OHIP-insured optometry services are, at a minimum, funded at the cost of delivery in order to ensure that our residents can continue to access the quality eye care that they deserve.

Carried

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law No. 3533-2021 confirm the proceedings of Council of the Township of Augusta at its meeting held on August 30, 2021 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council do now adjourn at 2:10 pm until September 13, 2021 at 6:30 p.m. or until the call of the Mayor subject to need.

Carried.

AUGUSTA TOWNSHIP



DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/ Organization: David Marshall
Council Meeting Date Requested: Sept 13 / 21

Topic: (If necessary, please attach additional correspondence) Information Attached <input type="checkbox"/>
Tax issue relating to Freedom Self Storage in Donville

Contact Information: Name (if different from above):
Mailing Address: 4325, county rd 18, K0E 1T0
Phone Number: 613-803-5956
Email: hurricanedave@hotmail.ca

NOTE: All documents provided are open to the public. If you are providing communication to the township please be aware that your name and information will appear on the Township's website and become part of the public record, unless you expressly request the Township to remove it. If requesting a closed (In-Camera) meeting with Council, the subject matter must meet the requirements of section 239(2) of the Municipal Act.

Additional Information:

1. Delegations on an agenda shall be determined on a first come first served basis.
2. No more than two (2) delegations shall be heard at any meeting.
3. Delegations shall be limited to ten (10) minutes of presentation time

3560 County Rd 26 RR 2 Prescott Ontario, ON K0E 1T0
Phone 613-925-4231 Fax 613-925-3499
asimonian@augusta.ca

AUGUSTA TOWNSHIP



SOUTH NATION
CONSERVATION
DE LA NATION SUD

SNC Opens New Conservation Area along the South Nation River in Augusta Township

September 9, 2021

South Nation Conservation (SNC) is pleased to welcome visitors to its newest property, now open for day-use! Mill Run Conservation Area is a 9-acre property on McCrea Road recently donated by Augusta Township to SNC and developed in part thanks to funding received by the Federal Government.

“This new Conservation Area provides people with the first public and maintained river access to the South Nation River in this area while working to protect natural heritage and forest cover in Eastern Ontario,” said John Mesman, SNC’s Community Lands and Outreach Lead. “This site offers a scenic river route where people can easily canoe or kayak from Augusta to the historic Spencerville Mill.”

Work completed to date includes a parking lot and trail, river access, site clean-up, new tree planting and signage.

Additional restoration work is planned in 2022 thanks to new funding received from the Canadian Wildlife Federation to help transform the meadow on the property into a community pollinator garden.

SNC works in partnership with its 16 member municipalities to share natural spaces and offer recreational opportunities on land and water.

“We are delighted that the Mill Run Conservation Area is open, offering our community and visitors access to the wonderful South Nation River and space for the enjoyment of nature,” said Augusta Mayor Doug Malanka.

SNC manages over 20,000 acres of Community Forest in Eastern Ontario and many of its Conservation Areas have been donated to the Authority through their Land Securement Program to help maintain natural legacies and provide a place for people to step outdoors and into nature.

SNC is a not-for-profit and community-based environmental agency that relies on donations and self-generated revenue to protect and enhance the local environment across its 4,441 square-kilometer jurisdiction, on behalf of its 16 partner municipalities.

People can learn more or donate to SNC online at www.nation.on.ca/donate.

FOR MORE INFORMATION: Shannon Gutoskie, Communications Specialist,
1-877-984-2948, sgutoskie@nation.on.ca.

AUGUSTA TOWNSHIP

Moved By:

Date: September 13, 2021

Seconded By:

Resolution No: _____

WHEREAS Association of Municipalities of Ontario (AMO) has at their August 14, 2021 Board meeting approved the resource paper Truth and Reconciliation Calls to Action;

AND WHEREAS AMO's Board of Directors encourages members to recognize September 30, 2021, as National Day for Truth and Reconciliation; and

AND WHEREAS the Truth and Reconciliation Commission (TRC) released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation;

WHEREAS the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations the TRC's Call to Action

WHEREAS all Canadians and all orders of government have a role to play in reconciliation;

WHEREAS Recommendation #80 of the TRC called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy for residential schools remains a vital component of the reconciliation process;

WHEREAS the Federal Government has announced September 30, 2021 as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday;

THEREFORE, BE IT RESOLVED THAT Council for the Township of Augusta does hereby commit to recognizing September 30, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families and communities.

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	___	___
Councillor Henry	___	___
Mayor Malanka	___	___
Councillor Schapelhouman	___	___
Deputy Mayor Shaver	___	___

CARRIED _____

Mayor

DEFEATED _____

Mayor

Declaration of pecuniary interest by: _____

Nature of interest: _____

- Disclosed His/Her/Their Interest
- Vacated His/Her/Their Seat
- Abstained from discussion & did not vote on the question

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021-071

REPORT TO COUNCIL: September 13, 2021

RE: Playground Inspection Report

AUTHOR: Matthijs van der Veen (MvdV),
Community Development & Recreation Coordinator

RECOMMENDATION:

THAT Council receive the Playground Inspection Report as prepared by the Community Development and Recreation Coordinator dated September 13th, 2021 for information: and

THAT all A, B and C hazards, as identified in this report will be dealt with in a timely matter to avoid risk: and

THAT all playgrounds in the Township are made compliant to the '**CSA Z614:20 Children's playground equipment and surfacing**' (Standard); and

THAT all playgrounds will be upgraded and extended, creating accessible playgrounds; and

THAT the Canada Community Building Fund 2021 Top Up Funding (CCBF) in the amount of \$ 224,182 be allocated to offset the costs of these improvements and that the remaining funds be allocated from the Cash-in-Lieu of Parklands Reserve.

PURPOSE:

To bring all playgrounds in the Township of Augusta up to the CAS Z614:20 Children's playground equipment and surfacing (Standard) and offer our residents a safe, inclusive play experience in their local community.

IMPORTANT DEFINITIONS:

Playground — a defined area containing playground equipment, play structure(s), protective surfacing, etc., that is intended for the use of children between the ages of 18 months and 12 years.

Playstructure — a free-standing structure, often with one or more components and their supporting members.

Accessible — relating to a part or portion of the playground equipment capable of being contacted by any body part.

Crush or shear point — a juncture at which the user could suffer a contusion, laceration, abrasion, amputation, or fracture during use of the playground equipment or because of the user's motion.

Entanglement — a condition in which something on the user's body, such as clothing or accessories, becomes caught around the user's neck and caught on or entwined in a component of playground equipment.

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Entrapment — any condition that prevents or impedes withdrawal of a body or a part of a body that has penetrated an opening or a juncture between two or more elements of playground equipment.

Platform — a flat surface on which more than one user can stand and upon which the user(s) can move freely.

Preventive maintenance — a scheduled program of inspections and maintenance intended to keep equipment and surfacing functioning properly and to prevent equipment or surfacing failures.

Professional judgment — the ability of an individual with current knowledge, skill, or experience, or a combination of these characteristics, in the field of playgrounds/playground equipment design, use, or operations, which enables the person to form an opinion and/or make a decision concerning a matter within that field of expertise.

Protective barrier — an enclosing device around an elevated surface that is intended to

- a) prevent inadvertent and deliberate attempts to pass through the device; and
- b) discourage climbing.

Protective surfacing — surfacing material(s) used within the protective surfacing zone of any playground equipment, chosen so as to yield a g_{max} of 200 g or less and a HIC of 1000 or less.

Protective surfacing zone — the area of protective surfacing beneath and immediately adjacent to a play structure or equipment onto which it is predicted that a user will land when falling from or exiting the equipment.

(Protective surfacing shall be installed within the protective surfacing zone of each play structure, in accordance with Clause 10 and, at minimum, shall meet the energy-absorbency requirement specified for the fall height of each component).

Protrusion — a projection that, when tested in accordance with the requirements of this Standard, is found to have the potential to cause injury to a user who impacts it.

Trip hazard — an abrupt change in elevation that is not clear and obvious to the user.

Uncontrolled motion — motion that cannot be readily stopped or reversed by the user once the user has initiated the motion.

BACKGROUND:

In 2015 the Township received a Broker Risk Report¹ that stated:

“Due to the condition and the number of hazards that were identified at some of your playgrounds we recommend that a certified inspector carry out a thorough inspection of all playgrounds. A summary of all hazards that are found will help to prioritize corrective actions. In addition, we recommend several of your employees that look after the playgrounds, take the playground practitioner course to better their knowledge when it comes to maintenance and protocol”.

When I started my employment with the Township of Augusta in January 2021, I was advised that my primary responsibility was to look after its' 5 playgrounds. When looking into what is necessary to do this in the right way, I learned that only a 'Certified Playground Inspector' is in the position to come to a professional judgment.

¹ 03175 TWP OF AUGUSTA - Broker Risk Report May 25, 2015 (Frank Cowan)

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After taking and successfully completing the Playground Inspector Certification Program in May 2021, I began the weekly playground inspections. These inspections are required to ensure that the Township is regularly maintaining its due diligence and will show what is broken, where maintenance and/or repairs are necessary and/or which safety hazards need to be addressed. You will find the results of these playground inspections specified in an overview per playground later in this Report. The Reports include the repairs necessary, their status and recommendations to get all playgrounds on the level where the Township, can proudly offer them to our residents.

Once I completed these Reports, I compared my findings with previous reports² on file. My conclusion was that many of the safety hazards I had identified, were already mentioned to the Township in past reports. Some of the hazards were taken care of at the time, but most were still present when I started my inspections.

These hazards need to be addressed for the Playgrounds to become compliant with the “**CSA Z614:20 Children’s playground equipment and surfacing**’ (Standard). Taking care of these hazards also gives the Township the opportunity to convert all of our playgrounds to accessible playgrounds. This is very important, because only then can we be sure that they are safe and inclusive play environments.

What is Compliance?

Public-use playground equipment presented as complying with the Standard shall meet all applicable requirements specified herein. Anyone claiming compliance with this Standard, shall keep such essential records as are necessary to document the claim that the requirements of this Standard have been met.³

For Augusta Township, this means that all 5 playgrounds in the Township need to be compliant with the regulation as described in Standard.

If a playground doesn’t meet the Standard, any and all ‘hazards’ within that playground need to be regularly documented on the playground checklist during inspections.

- Hazards in this Report have been divided into 3 categories:
 - A** - Life threatening/fatal injuries or risk of lifelong disability
 - B** - Risk of heavy injuries (fractures, concussion, etc.)
 - C** - Smaller hazards that:
 - *can cause injuries such as scratches, wounds, bruises, etc. and/or
 - *are not compliant to the CSA standard in another way.
- With any hazard comes a direct liability issue for the Township.
- A hazard need to be addressed once it has been reported.

² A) 2004, Augusta Township Playground Report
B) 03175 TWP OF AUGUSTA - Broker Risk Report May 25, 2015 (Frank Cowan)
C) Report 2015-049 – MUNICIPAL ASSETS TOUR REPORT
D) Report 2015-068 – Risk Management Assessments and Follow up
E) Parks, Recreation and culture MASTER PLAN 2017 – 2022
F) 03175 Augusta Township - Broker Risk Report Aug 25, 2020

³ ‘CSA Z614:20 Children’s playground equipment and surfacing’, page 18

AUGUSTA TOWNSHIP

ANALYSIS:

Cedar Park

Manufacturer: Little Tikes - Paris
 Model #: Unknown
 Installation: Before 1998
 Age group: 5-12 years



Equipment	Issue	Hazard	Solution
1. Protective surface	Non-compliant	A	Replace
2. Protective surface	Bush grown over	A	Trim
3. Swing	Swings - worn hooks	A	Remove swings*
4. Swing	Protrusion & entanglement bolts on top of swing bar	A	Remove bolts/ hooks or structure*
5. Slides	Spiral slide - entanglement	A	Fill with caulking
6. Slides	Concrete footing exposed	B	Cover with protective surface
7. Climber	S-hooks net climber > 1mm	A	Replace
8. Monkey bar	Rusted / worn out	C	Replace
9. Track ride	Missing support wheel	C	Replace
10. Platform	Anti-slip rubber worn off	B	Replace
11. Platform	Bolts/nuts of protective barrier lose	C	Tighten*
12. Platform Stairs	Broken steps	C	Replace
13. Platform Stairs	Broken handrail, sharp	C	Replace
14. Signage	No sign indicating owner, contact info, etc.	C	Install proper signage

** Already Complete*

AUGUSTA TOWNSHIP

Overall impression

The play structure was erected before 1998 and is in bad/rough shape:

- Much damage/ worn out due to heavy use.
- Paint scratched off.
- Stairs, platforms and equipment are damaged or broken.
- The parts that need to be replaced are no longer manufactured or available.
- There is nothing left of what was once a protective surface. 80% of all injuries are the result of kids falling while playing.

Recommendation

Staff advice:

- **Remove the existing play structure and protective surface and install playground equipment, swing and protective surface, that meets the accessible requirements.**
Or
- **Remove the existing play structure and protective surface only.**

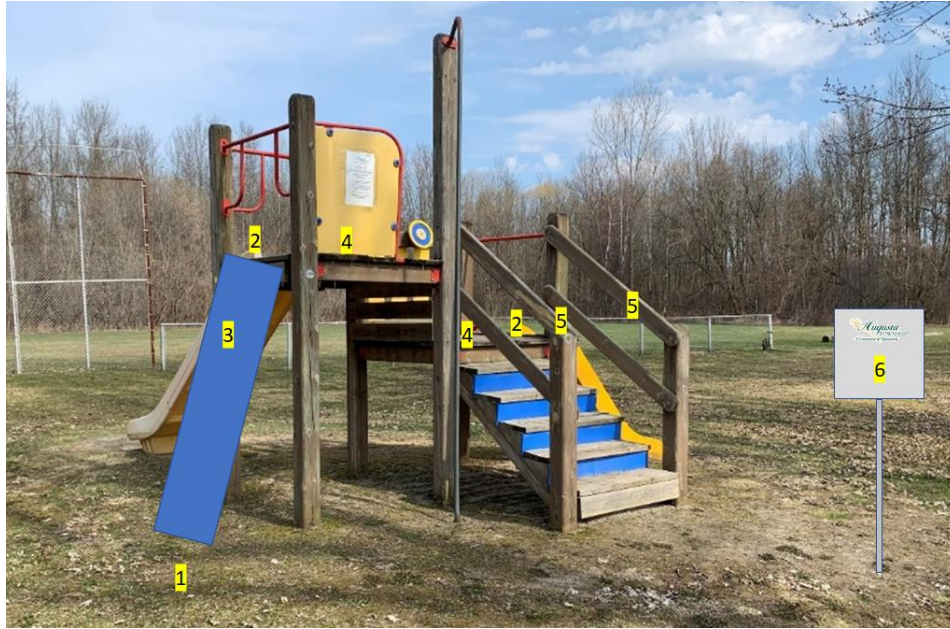
Estimate

Excavation to 12" - 2500 sq. ft.	\$5,000.00
Supply & Install EWF - 2500 sq. ft.	\$7,700.00
New play structure	\$25,000.00
Freight	\$2,800.00
<u>Installation</u>	<u>\$8,800.00 +</u>
Total	\$49,300.00
Product Total Swings	\$4,535.44
Site Preparation	\$5,268.00
Freight Estimate	\$454.00
<u>Installation for 2022</u>	<u>\$1,800.00 +</u>
Total	\$12,057.44
Sub-total	\$61,357.44
<u>HST</u>	<u>\$1,079.89 +</u>
Total incl HST	\$62,437.33

AUGUSTA TOWNSHIP

Kemp Park

Manufacturer: Hilan Corporation
 Model #: 96629
 Installation: Prior to 1992
 Age group: 5-12 years



Equipment	Issue	Hazard	Solution
1. Protective surface	Non-compliant	A	Replace
2. Slides	Entanglement	A	Replace non-rigid strip with a rigid strip
3. Platform (Top)	No protective barrier / climber net missing	A	Replace missing climber net or add protective barrier to close the gap
4. Platform	Not compliant with 2% from horizontal rule	C	Level the play structure
5. Platform stairs	Wooden handrail full of cracks	C	Replace
6. Signage	No sign indicating owner, contact info, etc.	C	Install proper signage

AUGUSTA TOWNSHIP

Overall impression

The structure was erected before 1992* and the age as well the lack of maintenance is visible:

- Much damage/ worn out do to heavy use.
- Stairs, platforms and equipment are damaged or broken.
- The parts that need to be replaced are no longer manufactured and available.
- There is nothing left of what once was a protective surface. 80% of all injuries are the result of kids falling while playing.

*No actual indication of the year of installation. We do know that after 1992 steel structures started to be used instead of wooden ones.

Recommendation

Staff advice:

- **Remove the old play structure and protective surface and install a playground, swing and protective surface, that meets the accessible requirements**
- Or
- **remove the existing play structure and protective surface only.**

Estimate

Excavation to 12"	\$1,800.00
Supply & Install EWF - 2500 sq. ft.	\$2,750.00
New play structure	\$10,200.00
Freight	\$1,550.00
<u>Installation</u>	<u>\$4,100.00</u> +
Total	\$20,400.00
Product Total Swings	\$4,535.44
Site Preparation	\$5,268.00
Freight Estimate	\$454.00
<u>Installation for 2022</u>	<u>\$1,800.00</u> +
Total	\$12,057.44
Sub-total	\$32,457.44
<u>HST</u>	<u>\$571.25</u> +
Total incl HST	\$33,028.69

AUGUSTA TOWNSHIP

MERC

Manufacturer: Little Tikes Commercial Play Systems Inc
 Model #: KB/PB-110123412
 Installation: 28-03-2002
 Age group: 2-12 years



Equipment	Issue	Hazard	Solution
1. Protective surface	Non-compliant	A	Replace
2. Slides	Entanglement	A	Fill in gaps with caulking*
3. Slides	Big hole at bottom slide	B	Closed off slide entrance and ordered new slide, expected September 2021*
4. Platform	Bolts/nuts of protective barrier loose at top platform	C	Tighten*
5. Signage	No sign indicating owner, contact info, etc.	C	Install proper signage

**Already Complete*

Overall impression

The playground in Maitland, located adjacent to MERC Hall is in relatively good shape for a playground that was installed in 2002:

- Signs of age and use are visible, as is the lack of prior cleaning (very dirty).
- The big slide recently got broken, probably due to users jumping on it. The fact that it broke tells us something about the current shape/condition of the plastic of the slides.
- The protective surface still exists but it is not compliant with the CSA Standard. 80% of all injuries are the result of kids falling while playing.

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Recommendation

Staff advice:

- Repair the hazards to get the play structure up to Standard.
 - Replace the protective surface with EWF.
 - Install a playstructure, swing and protective surface, that meets the accessible requirements.
- Or
- Remove the play structure only.

Estimate

Excavation to 12" (existing playground - 900 sq. ft.)	\$1,800.00
Supply & Install EWF (existing playground - 900 sq. ft.)	\$2,750.00
Excavation to 12" - 2500 sq. ft.	\$5,000.00
Supply & Install EWF - 2500 sq. ft.	\$7,700.00
New play structure	\$25,000.00
Freight	\$2,800.00
<u>Installation</u>	<u>\$8,800.00</u> +
Total	\$53,850.00
Product Total Swings	\$4,535.44
Site Preparation	\$5,268.00
Freight Estimate	\$454.00
<u>Installation for 2022</u>	<u>\$1,800.00</u> +
Total	\$12,057.44
Sub-total	\$65,907.44
<u>HST</u>	<u>\$1,159.97</u> +
Total incl HST	\$67,067.41

AUGUSTA TOWNSHIP

North Augusta

Manufacturer: Henderson Recreation Equipment Limited
 Model #: 1058
 Installation: May 2011
 Age group: 5-12 years



Equipment	Issue	Hazard	Solution
1. Protective surface	Non-compliant	A	Replace
2. Slides	Entanglement, 2 of the slides	A	Clean gaps and fill with caulking
3. Slides	Big bump (soft) at the bottom of the slide → won't cause injury	C	Replace before it gets broken – ordered*
4. Slides	Big crack between slide compartments	C	Clean crack*, tighten/ fill crack
5. Climber	Climber panels (wave link wall) broken panels on top → entanglement	A	Replace – ordered*
6. Climber	Climber net - worn cables	C	Replace – ordered*
7. Platform	Gap between platform and slide entrance → crush and shear point	B	Cover gap or fill with caulking
8. Platform stairs	Loose nut /moving a bit	C	Tighten*
9. Signage	No sign indicating owner, contact info, etc.	C	Install proper signage
10. Swing	Swing seats old (2011)	C	Replace and upgrade with accessible seat – ordered* *Already Complete

AUGUSTA TOWNSHIP

Overall impression

The accessible play structure is in overall good shape:

- There are a couple of issues in the A and B hazard categories.
- Broken parts need to be fixed.
- Other hazards will be looked after when replacements are being installed by installer or have already been taken care of.
- The protective surface is not compliant to the Standard. To bring this up to Standard and to make the playground fully accessible (also around the accessible play structure) the protective surface needs to be replaced with Engineered Wood Fibre (EWF).

The North Augusta Recreation Committee has raised funds to add accessible toddler equipment (18 months - 5 years) to the playground. To create a situation where this accessible toddler equipment can be added to the existing playground area the protective surface needs to be extended.

Recommendation

Staff advice:

- **Repair the hazards to bring the play structure up to Standard.**
 - **Replace the existing protective surface with EWF.**
 - **Support the initiative of the North Augusta Recreation Committee. Install accessible toddler equipment and protective surface (EWF), that meets the accessible requirements.**
- Or
- **Remove the play structure only.**

Estimate

Excavation to 12" (existing playground - 4032 sq. ft.)	\$8,064.00
Supply & Install EWF (existing playground - 4032 sq. ft.)	\$12,320.00
Freight	\$110.00
Play builder accessible junior climber, Harry the Hippo	\$8,803.45
Site Preparation 850 sq. ft.	\$2,755.00
Freight	\$1,500.00
<u>Installation</u>	<u>\$3,700.00</u> +
Total	\$37,252.45
<u>HST</u>	<u>\$655.64</u> +
Total incl HST	\$37,908.09

AUGUSTA TOWNSHIP

Roebuck

Manufacturer: Little Tikes Commercial Play Systems Inc
 Model #: KB/PB-110128434
 Installation: 14-06-2002
 Age group: 2-12 years



Equipment	Issue	Hazard	Solution
1. Protective surface	Non-compliant	A	Replace
2. Slides	Entanglement	A	Fill in gaps with caulking*
3. Slides	Crush and shear point	A	Fill in gaps with caulking*
4. Swing	All seats are old (2002) and damaged	C	Replace and upgrade with accessible seat – ordered*
5. Spring rockers	Both in non-working condition	C	Replace
6. Merry-go-round	36 bolts on bottom >2mm	B	Cut off*
7. Climbing tube	>2 degrees from horizontal	C	Replace or leave as is
8. Upper body eq.	Nuts of the steps are loose	C	Tighten*
9. Signage	No sign indicating owner, contact info, etc.	C	Install proper signage

**Already Completed*

AUGUSTA TOWNSHIP

Overall impression

The play structure was installed in 2002 and is in relatively good shape for its age:

- Signs of age and use are clearly visible. (Last year it was cleaned with a pressure washer and this exposed a visible difference compared to the structure of this age at MERC).
- The swing seats were never replaced after installation, some are damaged and new ones have been ordered.
- The rockers (broken) and the climbing tube are non-compliant.
- There is nothing left of what once was a protective surface. 80% of all injuries are the result of kids falling while playing.

Recommendation

Staff advice:

- **Repair the hazards to bring the play equipment up to Standard.**
 - **Replace the protective surface with EWF.**
 - **Install a play structure that meets the accessible requirements.**
- Or
- **Remove the play equipment.**

Budget

Excavation to 12" - 4032 sq. ft.	\$8,064.00
Supply & Install EWF	\$12,320.00
Freight	\$110.00
New play structure	\$25,000.00
Freight	\$2,800.00
<u>Installation</u>	<u>\$8,800.00 +</u>
Total	\$57,094.00
<u>HST</u>	<u>\$1,004.85 +</u>
Total incl HST	\$58,098.853

AUGUSTA TOWNSHIP

FINANCIAL CONSIDERATIONS:

The total cost to undertake the recommended repairs and upgrades of the Township's playgrounds equipment would be:

	Estimated Sub-total	NET HST	Total incl HST
Cedar Street Park	\$61,357.44	\$1,079.89	\$62,437.33
Kemp Park	\$32,457.44	\$ 571.25	\$33,028.69
MERC	\$65,907.44	\$1,159.97	\$67,067.41
North Augusta	\$37,252.45	\$ 655.64	\$37,908.09
Roebuck	\$57,094.00	\$1,004.85	\$58,098.85
	<u>\$254,068.77</u>	<u>\$4,471.61</u>	<u>\$258,540.38</u>

In 2021, the Township received an extra \$224,182 in Canada Community Building Fund (CCBF) monies, formerly known as Federal Gas Tax Funding. This annual grant has historically been allocated to roads projects. The 2020 Top Up amount is eligible to be spent on buildings and Recreation assets. It is recommended that the Township takes this potential one-time opportunity to upgrade its recreation assets, by allocating the funds to Recreation Capital. Additional funds (currently estimated at approximately \$30,000) are available in the Cash-in-Lieu of Parklands Reserve, A/C 210-01-016.

LINK TO MUNICIPAL PLANS:

Recreation Master Plan 2017-2022

Strategic Direction #3: Safe, Accessible and Vibrant Parks

The Township needs to ensure that its properties and facilities are well maintained, safe, accessible and compliant with applicable Codes and Standards. Building and playground safety is of particular concern and the Township has a due diligence responsibility to require periodic inspection by qualified personnel and corrective action as required.

Recommendations:

- 3.1 Township to assume direct responsibility through staff or contract services to inspect, maintain and develop Township owned playgrounds and parks according to prescribed Standards and Regulations.*
- 3.2 Township Staff to provide an annual report to Council to report on playground and other recreational facilities inspection, accessibility and compliance with safety standards. ⁴*

⁴ Parks, Recreation and culture MASTER PLAN 2017 – 2022, Page 32

AUGUSTA TOWNSHIP

Appendix III Augusta Township Parks Future Work Required

North Augusta

- *Playground equipment is in good repair, properly fenced. Pea stone should be replaced.*
- *Playground and horseshoe pits are in foul-ball territory of the ballpark; should be relocated (acquire property to the north).*

Cedar Street Park – Maitland

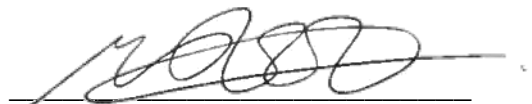
- *There is some peeling paint and rust on the playground structure.*
- *Replace swings, not legal.*
- *Need playground inspection/repairs.*
- *Replace pea stone with engineered wood fibre*

Kemp Park

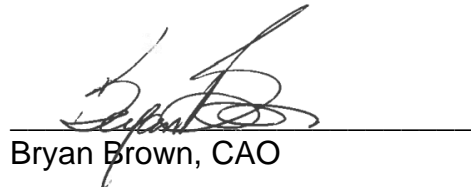
- *Replace lag bolts with through bolts*
- *Put slats down the side of the stairs and decks - 2 inches apart*
- *Drop slides 1/2" reducing crack between them and deck, add caulking*
- *Cement slides into ground, add pebble stone (wood chips preferred)*
- *There are missing wooden climbing attachments to the rope steps. They should be replaced or removed entirely. If removed the area at the top of the rope steps should be blocked off*
- *Install rope ladder on play structure*
- *Install new play structure*
- *Add engineered wood fiber to play structure surface*
- *Install new set of swings*
- *Make playground handicap accessible*

Roebuck

- *Playground Inspection and repair (Tighten bolts and screws on all playground equipment)*
- *Replace stones beneath playground with woodchips.*
- *Whirlybird safe? Need Removal?⁵*



Matthijs van der Veen,
Community Development & Recreation Coordinator



Bryan Brown, CAO

⁵ Parks, Recreation and culture MASTER PLAN 2017 – 2022, Page 47 – 49

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021-073
REPORT TO COUNCIL: September 13, 2021
RE: 2019 Audited Financial Statements
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

THAT Council receive, approve and sign the 2019 Audited Financial Statements and receive and accept the 2019 Financial Audit results prepared by the Township's Treasurer and Auditors, as distributed at the meeting in draft form and

THAT Council authorize the Treasurer to submit the final signed 2019 Audited Financial Statements and related FIR MPMP/Performance Measures to the Ministry of Municipal Affairs and Housing and...

THAT Council authorize the Treasurer to submit the final 2019 Audited Financial Statements to other stakeholder's as required by contract (i.e. RBC Royal Bank), and post the audited financial statements and financial audit results to the Township's website.

BACKGROUND:

Management would like to acknowledge the constructive assistance and guidance provided by the auditors during completion of the 2019 Audited Financial Statements and related FIR MPMP/Performance Measures.

Management has reviewed the draft audited financial statements and statement of audit findings and discussed related issues with the corporation's auditors.

ATTACHMENT 1 – Consolidated Audited Financial Statements
ATTACHMENT 2 – 2019 Financial Highlights
ATTACHMENT 3 - 2019 Financial Audit Results
(Attachments *to be distributed separately*)

After detailed discussions with the Auditors, Management found no items requiring change and recommend the audited financial statements as presented in draft format be presented to Council for approval.

ANALYSIS:

AUGUSTA TOWNSHIP


Upon approval of the 2019 Audited Financial Statements, Financial Information Return (FIR) and related MPMP reports will be submitted immediately following the Council meeting, to the MMAH, the Township's bank RBC, and posted to the Township's website.

FINANCIAL CONSIDERATIONS:

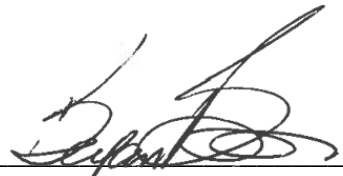
Professional fees have been budgeted for 2019 at \$20,000 in 401-01-015 – Professional Fees. Additional Professional Fees have been incurred related to accounting assistance relating to preparation of certain reconciliations and working papers and the FIR MPMP/Performance Measures, which can be offset in Administration staff compensation costs.

CONSULTATIONS:

Consultations have been ongoing between the Township's auditors and staff.



Ray Morrison, Treasurer



Bryan Brown, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021 - 074
REPORT TO COUNCIL: September 13, 2021
RE: Review and Approval of A/P Cheques
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

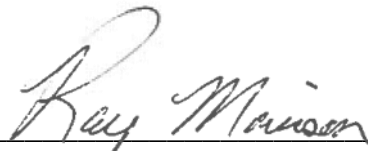
THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #26518 - #26655 and online payments in the amount of \$725,733.49.

PURPOSE:

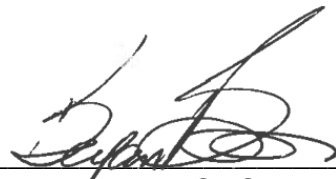
To provide Council the opportunity to review and approve the payment of the above noted invoices as provided on the attached list.

ATTACHMENT 1

Any questions that Councilors may have can be directed to the Treasurer prior to or after the Council meeting for follow up.



Ray Morrison, Treasurer



Bryan Brown, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021 - 075
REPORT TO COUNCIL: September 13, 2021
RE: Financial and Indicator Variance Reports
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

THAT Council accepts for information the attached preliminary Statement of Revenue and Expenditures – July 31, 2021.

BACKGROUND:


Finance will provide the attached reports on a regular basis and supporting detailed information as required for Council’s review and feedback.

ANALYSIS:

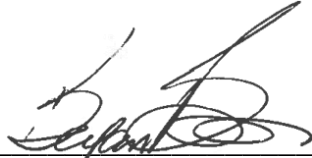
Variance analysis and commentary is provided for each line item where appropriate. Detailed supporting analysis and documentation is available from the Finance department as identified.

FINANCIAL CONSIDERATIONS:

The attached report is part of standard Finance/Treasury reporting responsibility and will be provided on a regular basis with other supporting reports going forward. Individual financial considerations will be highlighted in the attachments as identified throughout the year.



Ray Morrison, Treasurer



Bryan Brown, CAO

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-21

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Revenue									
Taxation and Payments in Lieu	3,050,528	3,120,331	69,802	2%	5,279,009	5,349,138	-70,129	-1%	Awaiting Supplementary SCIFs
Grants	1,048,675	795,079	-253,596	-32%	1,417,483	1,362,992	54,491	4%	Cdn Healthy Communities; See new report
Licences and Permits	66,546	65,424	-1,122	-2%	110,836	112,156	-1,320	-1%	
Fees and Services and Misc	51,124	45,406	-5,718	-13%	98,181	77,839	20,342	26%	PW Culverts; Planning; Donations
Interest Income and Penalties	125,574	127,965	2,391	2%	216,977	219,368	-2,391	-1%	Improved collections, A/R balance decreased
Miscellaneous Revenue	0	321	321	100%	229	550	-321	-58%	
Transfer From Reserves	1,651,633	1,651,633	-1	0%	2,831,370	2,831,370	0	0%	Ongoing appl/management
Total Revenues	5,994,080	5,806,158	-187,923	-3%	9,954,086	9,953,413	673	0%	
Expenditures									
General Government									
Council	58,645	62,375	3,730	6%	106,199	106,929	730	1%	
Administration	513,107	482,301	-30,806	-6%	833,647	826,802	-6,845	-1%	IT Offset in MMF Grants; Legal
Administration Capital	7,114	0	-7,114	#DIV/0!	7,114	0	-7,114	#DIV/0!	Should be offset from Reserve; MMF Grants
Administration - Trsf to Reserve	52,491	23,333	-29,158	-125%	40,000	40,000	0	0%	
Total General Government	631,357	568,010	-63,347	-11%	986,959	973,731	-13,228	-1%	
Protective Services:									
Fire	214,873	336,365	121,492	36%	538,905	576,625	37,720	7%	Equip Mtce under YTD
Fire Capital	22,756	136,228	113,471	83%	233,533	233,533	0	0%	
Fire - Transfer to Reserves	105,007	230,169	125,162	1	394,576	394,576	0	0%	
Police	584,630	592,296	7,666	1%	1,015,364	1,015,364	0	0%	
Conservation Authority	12,807	27,123	14,316	53%	46,496	46,496	0	0%	
Protection, Inspection and Control	4,642	24,323	19,680	81%	32,446	41,696	9,250	22%	Timing of new shared Bylaw Officer
Emergency Measures	9,360	11,722	2,362	20%	17,732	20,094	2,362	12%	
Total Protective Services	954,076	1,358,224	404,148	30%	2,279,052	2,328,384	49,332	2%	

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-21

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Public Works									
Roads - Maintenance	1,064,740	997,747	-66,993	-7%	1,723,189	1,710,424	-12,765	-1%	Proactive mtce; Bldg mtce; Fuel
Roads - Transfer to Reserves	576,766	576,766	0	0%	988,741	988,741	0	0%	
Roads - Capital	575,884	1,246,000	670,116	54%	2,136,000	2,136,000	0	0%	
Winter Control	62,482	69,233	6,751	10%	111,934	118,685	6,751	6%	Lighter spring, Oct - Dec variable
Street Lighting	7,376	17,721	10,345	58%	30,709	30,379	-330	-1%	Upgrades in fall; Defer
Public Works subtotal	2,287,248	2,907,467	620,219	21%	4,990,573	4,984,229	-6,344	0%	
Environmental Services									
Garbage Disposal	192,614	277,843	85,229	31%	459,125	476,303	17,178	4%	Tracking with FEARED and GFL
Waste Disposal Capital	0	105,000	105,000	100%	180,000	180,000	0	0%	
Capital Infrastructure	0	78,750	78,750	100%	135,000	135,000	0	0%	WMS Project deferred/delayed
Garbage Transfer to Reserve	6,190	6,190	0	0%	10,612	10,612	0	0%	
Recycling	1,724	2,625	901	34%	3,599	4,500	901	20%	
Total Environmental Services	200,528	470,409	269,880	57%	788,336	806,415	18,079	2%	

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-21

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Health Services:									
Cemetaries	2,750	3,500	750	21%	5,250	6,000	750	13%	
Total Health Services	2,750	3,500	750	21%	5,250	6,000	750	13%	
Parks & Recreation:									
Recreation Administration	75,696	67,835	-7,861	-12%	110,704	116,288	5,584	5%	
Programs	24,133	29,797	6,275	21%	57,169	51,080	-6,089	-12%	
Recreation Capital	0	0	0	#DIV/0!	40,000	0	-40,000	#DIV/0!	Rec IT upgrades-Comm Resiliency fund
Reserve for Recreation Projects	13,138	13,138	0	0%	22,523	22,523	0	0%	
Libraries	94,870	74,262	-20,607	-28%	133,688	127,307	-6,381	-5%	Offset in Covid-19 Funding above
Donations	50	4,667	4,617	99%	8,000	8,000	0	0%	
Total Parks and Recreation	207,886	189,699	-17,577	-9%	372,084	325,198	-46,886	-14%	
Planning and Development:									
Building Official	80,047	77,156	-2,891	-4%	128,514	132,268	3,754	3%	
Planning and Zoning	51,543	138,989	87,446	63%	221,221	238,267	17,046	7%	DF, OP, ZBLA timing delayed
Commercial and Industrial	71,521	75,279	3,758	5%	115,413	129,050	13,637	11%	Main St. CIP Grants, offset
Agricultural	1,543	12,801	11,257	88%	10,687	21,944	11,257	51%	PW Mgr now Drainage Supervisor
Tile Drainage	0	4,624	4,624	100%	7,927	7,927	0	0%	
Total Planning and Development	204,655	308,849	104,195	34%	483,761	529,456	45,695	9%	
Total Expenditures	4,488,500	5,806,158	1,318,268	23%	9,906,016	9,953,413	47,397	0.5%	

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3535-2021

A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON SEPTEMBER 13, 2021

WHEREAS section 5(1) and 5(3) of the Municipal Act S.O. 2001 c.25 states that a municipal power including a municipality's capacity, rights, powers and privileges under section 9 shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Augusta at this meeting be confirmed and adopted by By-Law;

NOW THEREFORE the Council of the Corporation of the Township of Augusta hereby enacts as follows that:

1. The action of the Council of the Corporation of the Township of Augusta at its meeting held on September 13, 2021, in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Township of Augusta at its meeting be hereby adopted and confirmed as it fall such proceedings were expressly embodied in the By-Law.
2. The Mayor and the proper officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

Read a first, second, and third time and finally passed this 13th day of September, 2021.

MAYOR

CLERK